

2022

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# BYM Camps Family Handbook

Catoctin | Shiloh | Opequon



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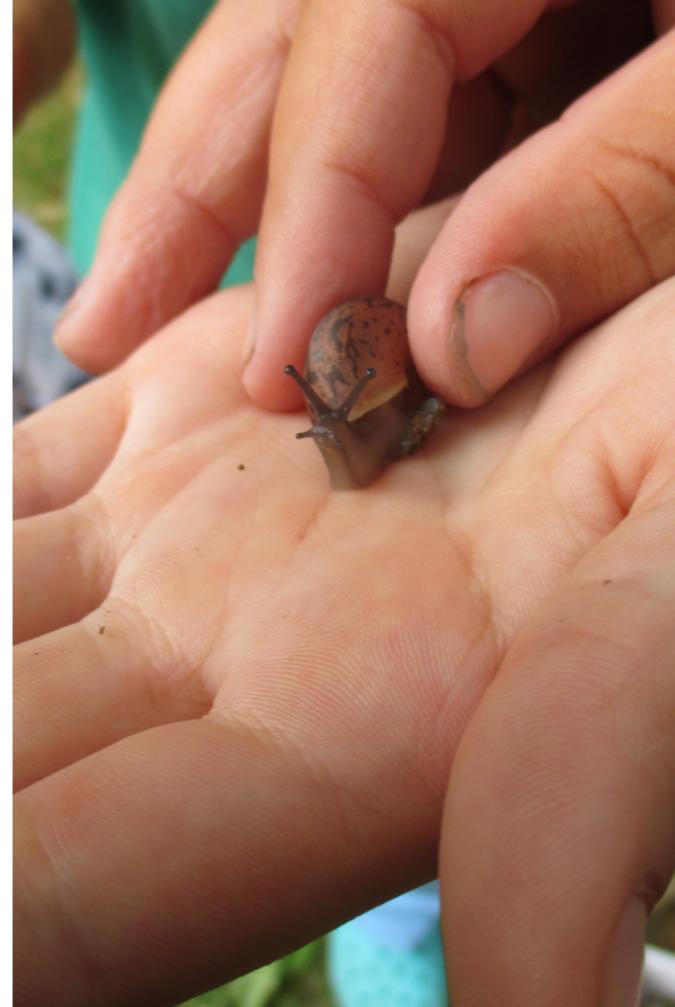
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# Welcome to 2022 at BYM Camps!

## Dear Campers & Families

Welcome to Summer 2022 at BYM Camps! Whether you're new to BYM Camps or returning for the latest of many glorious summers with us, we can't wait to see you, to play and adventure with you in these beautiful Appalachian mountains, to get to you know who you are now, in this moment. We're so excited to make 2022 the best summer yet at BYM Camps, and we're overjoyed that you'll be a part of it.

This Family Handbook will provide you with important information about how camp operates, how to drop campers off and pick them up, the necessary paperwork and documentation we need before your child arrives at camp, what to pack (and what not to pack), and so much more! Even if you are a returning family, please look over this handbook, because several aspects of BYM Camps have changed from previous years. In general, please use the Family Handbook as your guide to start preparing for camp!

We will be in touch by email and through [The Spark](#) newsletter with several additional communications and opportunities to connect throughout the Winter and Spring, to ensure that you have the most accurate and up-to-date information about Summer 2022 at BYM Camps. If you have any questions about this handbook, about our programs or policies, or about anything else related to Summer 2022, please don't hesitate to [contact us](#).

We'll see you at camp!

Peace,

The Staff of BYM Camps

## January 15

REGISTRATION FOR THE 2022 CAMP SEASON OPENS

## March 15

FINAL DAY TO WITHDRAW BEFORE FORFEITING DEPOSIT

## May 15

FULL BALANCE FOR CAMPER TUITION DUE

## June 20

MEDICAL FORM AND  
IMMUNIZATION RECORDS DUE

## July 2 – July 16

SESSION ONE AT CATOCTIN, OPEQUON AND SHILOH

## July 17 – July 30

SESSION TWO AT CATOCTIN, OPEQUON AND SHILOH

## July 31 – August 14

SESSION THREE AT CATOCTIN, OPEQUON AND SHILOH

# Contact Information

## Communication with BYM Before Camp

Before camp is in session, please reach out to BYM Camping Program Manager Brian Massey by phone or email. Brian can address most pre-camp questions and concerns or connect you with your camp's director as needed.

## Communication with BYM During Camp

Once camp begins, it is best to call your camp's director directly at the camp phone numbers provided on the next page.



**Brian Massey**

MANAGER, BYM CAMPING  
PROGRAM

[BRIAN@BYMCAMPS.ORG](mailto:BRIAN@BYMCAMPS.ORG)

301-774-7663

**Dyresha Harris**

DIRECTOR, CATOCTIN

[DYRESHACQC@GMAIL.COM](mailto:DYRESHACQC@GMAIL.COM)

**Jared Wood**

DIRECTOR, OPEQUON

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**Hope Swank**

DIRECTOR,

[SHILOHHSWANK@GMAIL.COM](mailto:SHILOHHSWANK@GMAIL.COM)

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# Communicating With Your Camper During Camp

## **Checking-In On Your Camper with Staff**

You may contact camp staff directly to check in on your child. However, we ask that you limit these check-ins as much as possible. We will ALWAYS contact you if there is a concern about your child. If you don't hear from us, then it's good news! If it is a simple check-in, please email Brian Massey, the Program Manager, and he will ensure that the appropriate camp-level staff member gets in touch to address your questions or concerns as soon as they can.

If you have an emergency and need to get a hold of BYM Camps staff quickly, here is what we recommend:

- During business hours, email the Program Manager and put “URGENT” in the email subject line.
- Outside of business hours, please call the specific camp directly at the numbers provided on the next page.

## **Phone Calls To and From Home**

Generally speaking, we discourage phone calls for campers while they are at camp because it can distract from the full experience of being away from home and can encourage homesickness rather than alleviate it. As such, campers' telephone contact with parents and guardians is limited to family emergencies and urgent matters. In addition to enhancing the campers' experience, this also helps us keep the camp office phones free for camp business and for emergencies. If you must speak to your child by phone during their time at camp, please arrange this with Brian Massey, the Program Manager.

## **Letters To and From Home**

We suggest that the best way to stay in touch with your camper is to write to them! Some campers are diligent about writing home, however, it is not uncommon for a camper to not write home at all during their time at camp. If a camper is not writing home, that usually means the camper is having a really busy, fun time making new friends, and adjusting to camp life, but they still miss you and home! They also may not be very comfortable in their handwriting skills yet and may choose a different activity during their free time. Also please remember to allow about a week for letters to arrive. If a camper decides to send a letter after their first week, you may not receive it until their second week of camp.

Finally, sometimes campers write letters home describing their homesickness. While this may be difficult to read, it is important to note that most homesickness tends to only last for a brief amount of time.

### **Packages from Home**

Receiving packages from family and friends can be a highlight of a camper's day. However, a barrage of packages can also be a distraction to a camper's experience, can cause division and strife, and adds to the items a camper (and the staff) must manage while at camp. Please limit your packages to one over the course of each session. PLEASE DO NOT SEND FOOD. We don't permit food outside of our kitchens because it attracts wild animals and bugs to the cabins, regardless of the container they are in. It is important to send packages so that they arrive BEFORE the scheduled end of your child's camp stay. Packages and other mail that arrive after that point will be forwarded to campers' home address, or returned to the sender.

For both letters and packages, please address them to your child at the mailing addresses provided here...

## **Catoctin Quaker Camp**

12611 TOWER ROAD  
THURMONT, MD 21788

### **Camp Phone**

(301) 271-2156

## **Opequon Quaker Camp**

2710 BRUCETOWN ROAD  
CLEAR BROOK, VA 22624

### **Camp Phone**

(540) 678-4900

## **Shiloh Quaker Camp**

PO BOX 89,  
HOOD, VA 22723

### **Camp Phone**

(540) 948-5226

# Directions, Drop-Offs and Pick-Ups

We would love for you to drop your camper off at the start of their session so you can see where the magic of camp begins!

Please try to plan your summer so your camper can arrive at camp on time and does not need to leave during their time at camp. This is important to the camping program and to your child's experience.

Drop-Off and Pick-Up times are the same at all three camps:

## **Drop-Off**

**2-4PM First Day of Session**

## **Pick-Up**

**10AM-12PM Last Day of Session**

- In order to allow staff to prepare for the next session of camp, please try to arrive before noon on the last day of their session.
- We also ask that you not bring pets when dropping off, picking up, or visiting camp!
- Finally, leaving camp can be a tender experience. Please leave some space in your schedule for parting rituals and goodbyes.

## **Catoctin Quaker Camp**

12611 TOWER ROAD  
THURMONT, MD 21788

[Google Maps](#)

## **Opequon Quaker Camp**

2710 BRUCETOWN ROAD  
CLEAR BROOK, VA 22624

[Google Maps](#)

## **Shiloh Quaker Camp**

4774 MIDDLE RIVER ROAD  
STANARDSVILLE, VA 22973

[Google Maps](#)

# Health and Safety



## Your Child's Health and Safety are our Our Top Priorities

BYM Camps has a team of nurses and medical personnel who are on-site and on-call throughout the summer. We have health and wellness centers at every camp, as well as access to local hospitals and medical professionals. The majority of our seasonal staff are trained in Wilderness First Aid, and many are trained in Wilderness First Responder / EMT.

Please read through the following information to ensure a safe and healthy summer for your child. And if any of your health and safety questions are unanswered here, please feel free to reach out to [Brian Massey](#).

## **COVID-19 Protocols**

You can find BYM's COVID-19 Resource Center [here](#).

## **Medical Form & Immunization Records**

Your child's medical form and immunization records are necessary parts of the application to camp and are DUE before they arrive at camp. Without knowledge of your campers' needs, it is very hard for us to take the best care we can of your child. Please ensure that you or your physician's office send us a copy of the information outlined in the Medical Form found in the registration system, prior to arriving at camp. You may use our form to submit information or it may be whatever form your physician provides to you, provided their form covers the same information. This form must be submitted every year, and all campers must have a physical exam within one year of the start of their camp session. All campers must have received all immunizations listed on this form that they are eligible for. BYM recognizes religious and medical exemptions from this policy. However, we ask that medical exemptions be accompanied by documentation from your child's doctor, confirming the camper has a medical reason they cannot be immunized. Please contact us should you need this additional form for your child. Please take care to review your camper's medical information by June 20.

(Catoctin Families: Maryland requires separate forms for [Immunization](#) and [Medication Authorization](#).)

## **Medications**

Please be aware that BYM Camps can only administer prescription drugs in accordance with direction from licensed medical personnel. BYM Camps must have a doctor's written direction on the original labeled bottle of medicine. Please note that we also require a doctor's note for any over-the-counter medications your camper brings to camp. Camper parents / guardians must supply the camp with enough medicine for the time the camper attends one of our camps, or make arrangements to ensure that the prescription can be refilled at camp. Some medications may require approval from the prescribing doctor to ensure the camper can safely participate in camp. It is not recommended to disrupt a camper's medication schedule during the time they are at camp.

## **Lice Policy**

Parents should check their campers for lice and nits before they come to camp. Campers should not come to camp if they have an active case of head lice or any nits. If a camper comes to camp and is found to have either nits or live head lice, they will be sent home to be treated. Lice checks should be done at least one month ahead of time to give time for thorough eradication before a camper shows up. Parents may either do the work themselves or hire the services of a professional nit-picker if such is available to them. For more information on head lice on the [CDC's website](#).

## **Ticks**

At BYM Camps, we take ticks very seriously. During the summer, staff are instructed to facilitate regular tick checks, and it is a point of emphasis throughout each session. We also provide families with information about ticks in advance of the summer, and provide recommendations for how to reduce their camper's risk. You can find some of that information here:

- [Information about ticks and tick-borne illnesses in the US \(CDC\)](#)
- [Information about Lyme disease \(CDC\)](#)
- [How to prevent and avoid tick bites \(University of Rhode Island\)](#)

## **Food & Allergies**

We are proud of the delicious, nutritious meals and snacks that we serve. Our campers participate in various aspects of meal production, including setting up and cleaning up and helping cook and prepare the meal when appropriate. We provide healthy, high-quality food and regularly accommodate a variety of dietary needs such as omnivores, vegetarians, vegans, and gluten-free diets. We are also able to provide for campers with allergies to such things as peanuts, eggs, etc. Every camper has access to healthy food choices that are safe for them to eat, though dietary restrictions may reduce the number of options

available to them at each meal, or during trips, cookouts and other special events, especially in the case of multiple allergies or dietary restrictions. We do our best to accommodate a wide range of eating needs but cannot guarantee that all preferences / pickiness can be accommodated. We ask questions about your camper's diet during the registration process, so our staff can be informed and prepared to nourish all members of our camp communities.

## **Sickness or Injury at Camp**

Each camp has a health center, or infirmary, with a dedicated and trained on-site camp nurse, as well as on-call medical and mental health personnel available for support and consultation. Most care for injuries or sickness we can provide on site. However, if more medical services are needed, camp staff will transport the camper to a local clinic or hospital, and they will stay with the camper while they receive care. We will contact you as soon as possible if we see the need to do this. Your insurance will be billed for any off-site medical care that is provided.

# What to Bring to Camp

The following list is extremely important so please follow it closely. Our goal is to provide exciting, challenging and positive outdoor adventures. Proper equipment, especially for the times spent on the trail, is essential for your camper's comfort and safety. Thank you!

BYM Camps is able to help families acquire the required equipment, if necessary. If you need assistance or support, please reach out directly to [Brian Massey](#).



## Required Equipment

- **Internal or external frame backpack with shoulder straps and a hip belt**

It is essential that your backpack has padded shoulder straps, a padded hip belt, and sternum straps (across the chest). Please test fit the pack before coming to camp (add weight for an accurate fit!) and ensure that all straps can be tightened securely. This allows the weight to be distributed across the whole torso and into the legs, instead of resting mainly on the shoulders. The pack must fit your camper well - we don't want them to be uncomfortable when they hike! If you have doubts or questions about how to gauge the size and fit of a backpack, contact a reliable outfitter.

- **Synthetic sleeping bag with stuff sack**

We recommend a sleeping bag filled with a synthetic fiber. Down filled sleeping bags will absorb water and become heavy and less warm if they get wet, and flannel sleeping bags are simply too heavy. Stuff sacks are necessary for packing the sleeping bag tightly. Many campers also bring a "sheet sack" to line the sleeping bag on hot nights; these can be bought, or DIY'ed (fold an old twin top sheet in half long-ways and sew up the bottom and side).

- **Hiking shoes or boots**

Since we carry more weight on the trail than our legs are normally accustomed to, it is important to have sturdy

hiking shoes which can provide the feet and ankles with extra support. If you plan to have your camper wear sneakers while hiking, check that they have enough support: grasp a shoe in two hands by the heel and the toe, and twist - it should feel very stiff, not bendy. There should also be ample room in the toe box, with a snug fit around the midfoot and heel. If you buy new shoes or boots, be sure to break them in by wearing for several days in the weeks leading up to camp! Wool socks for hiking are highly encouraged, as they wick sweat and help prevent blisters (wool socks are often thicker than other socks, so be sure that they fit in your shoes! Many people wear hiking shoes a half or whole size larger than their everyday shoes.)

- **Foam pad for bunk**

Select one that is 2-4 inches thick. The cabin bunks are single to twin size. You can also bring a pillow, sheet, and blanket to use in the cabin (a sheet is great for hot nights!)

- **Water shoes**

Water shoes are for canoeing, playing in the creeks, etc., and must protect the camper's feet. They must be close-toed and secure around the heel. Old sneakers work well. Crocs and open-toed sandals are NOT allowed to serve as water shoes (however these can be great in-camp shoes as long as they have a secure heel strap).

## Required Equipment (Continued)

- **Sleeping pad for trips**

These are for comfort and insulation sleeping on the ground. Closed-cell foam pads are nice because they are quick to set up and won't absorb water. Inflatable pads are also acceptable (check first that they don't leak).
- **Bug repellent spray** (not aerosol cans)
- **Tick-prevention spray** (Permethrin)
  - Recommendation is to pre-treat clothes and sleeping bag before camp. For more information, go [here](#).
- **Sunscreen lotion** (not aerosol cans)
- **Waterproof raincoat or poncho**
- **Water bottles** (at least 2)
- **Flashlight and/or headlamp, and extra batteries!**
- **Mess kit** (lightweight and non-fragile bowl and spoon for eating meals on the trail)
- **Trunk or large plastic bin(s) to pack in** (we recommend a bin no taller than 14 inches so it can fit beneath a bunk)
- **Toiletries** (shampoo, soap, haircare, toothbrush, toothpaste, menstrual products if necessary, etc.)
- **Towel and Washcloth**
- **Clothes** (Laundry is not always done in two-week sessions, so please pack adequate clothes for 14 days)
  - **T-shirts**
  - **Long sleeved shirts** (for warmth and/or sun)
  - **Shorts** (some synthetic)

- **Long pants** (synthetic - not jeans)
- **Synthetic jacket or fleece sweater**
- **Underwear**
- **Socks** (wool and regular, bring several extra pairs)
- **Warm hat**
- **One Set of Warm Sleepwear** (bear in mind that mountain temperatures can be significantly cooler than than what is listed for the region)
- **Swimwear** (a swimsuit, or anything your camper feels comfortable swimming in)

## Recommended Items

- **Pillow and sheets** for cabin bunk
- **Crocs, sneakers, or sandals** for wearing around camp (must have a heel strap)
- **Additional comfortable clothing to wear in camp**
- **Zip lock bags** to help keep things dry on the trail
- Flip flops or shower shoes (to be worn only inside cabin and bathhouse)
- **Bandanas**
- **Sun hat**
- **Sunglasses**
- **Glasses strap**
- **Pajamas**
- **Laundry bag**
- **Day pack or book bag**

## Additional (Optional) Items

- **Letter writing materials** (camp can be very humid, so we recommend sending peel off stamps and envelopes rather than those that seal with moisture)
- **Reading material**
- **Journal or sketchbook**
- **Musical instruments**
- **Sports equipment**
- **T-shirts/other clothing you are comfortable having altered or used for crafts** (especially lightly colored ones for tie-dye)
- **Disposable camera**
- **Playing cards or trading cards**

## Do Not Bring

- Any item you cannot bear to lose or would not want to see damaged
- Cell phones, tablets, or other electronics
- Food or candy
- Fireworks, matches, lighters, candles, spark igniters, or any other type of fire starter
- Weapons (small camping knives are permitted, but counselors must be made aware of them and may hold onto them)
- Drugs, alcohol, nicotine or vape products (bringing these items or improperly using prescription drugs will result in campers being sent home)



## A note on the Quaker Testimonies and packing for camp:

Quakers, or Friends, follow a set of 6 core values known as testimonies. They are Simplicity, Peace, Integrity, Community, Equity, and Stewardship (often remembered by the acronym S.P.I.C.E.S.). These testimonies provide a framework for much of the structure and philosophy at camp. You are welcome to visit [our website](#) to learn more!

While you and your camper(s) prepare for camp, we ask that you keep these in mind. In particular:

### **Simplicity**

Camp is a wonderful opportunity to “get back to the basics” and experience the simple joys of connecting to nature and each other. For this reason, we ask that you please leave items like cell phones and electronic games at home. Since we are outside a lot of the time, we also recommend that you bring clothes and supplies which you are comfortable with getting dirty, wet, or otherwise damaged. We want your camper to be free of worries as much as possible, so pack in a way that helps them feel safe. Avoid bringing items that you cannot bear to lose.

### **Peace**

Nonviolence at camp is extremely important. Please do not bring weapons or potentially dangerous items. This includes things that perpetuate non-physical types of harm, such as clothing or books with offensive language. Thank you for doing your part to make camp a safer space!

### **Equity**

BYM strives to ensure that all campers feel welcome and comfortable and the presence of extraneous and expensive items can interfere with that. To that end, we discourage packing additional items beyond those suggested here.

### **Stewardship**

We are so grateful for the gifts of nature, and we want to care for the environment as best as we are able. On the trail we practice Leave No Trace (LNT) which means we leave nature as clean as (or cleaner than!) we found it. Please bring toiletries in rub/roll/squirt containers rather than aerosolized spray cans, to minimize the spread of pollutants. We pack out all trash, so consider avoiding individually packaged or single-use items where possible (e.g. bring a roll of floss instead of floss picks).

We are so excited to share this summer with you! Thank you for considering the Quaker S.P.I.C.E.S. as you pack.

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# Camp Culture

## Creating a Diverse Community

At BYM Camps we strive to create an emotionally safe, fun, inclusive, respectful, engaging community where diversity is honored and celebrated. Campers, staff, and families at our camps may represent diversity in terms of learning styles, life experiences, and social identities (including: religion, class, race, ethnicity, gender, sexual orientation, and ability). With the guidance of our trained staff this can create a wonderful opportunity for young people to expand their awareness and learn from each other's experiences.

## Gender Inclusive Camps

Catoctin, Opequon, and Shiloh are gender inclusive summer camps and communities that are not divided by an individual's sex assigned at birth. Rather, we support each community member to be in housing and social groupings that most align with their gender identity. BYM Camps includes non-binary and transgender staff and youth, and we work to model inclusivity in many ways, including by inviting all community members, as they feel comfortable, to share their gender pronouns. BYM Camps is a community where campers and staff use the full spectrum of gender pronouns and identify with the full non-binary spectrum of gender.

## Behavioral Expectations

BYM Camps strive to strike a thoughtful balance between the needs of the individual and needs of the community to provide a safe and healthy camp experience for all. Behaviors that imperil individual or group safety or actions that seriously violate community norms may necessitate that camper(s) be sent home.

We spend time at the beginning of each session discussing positive behavioral expectations. As with any community, conflicts or disruptive behaviors will arise. Staff are trained to help campers work through these issues productively, and most can be dealt with through discussion and with support. We will respond to each situation lovingly and with attention to all circumstances; however, conflicts or behaviors that are egregious or that cannot be resolved in a way that supports the community may result in a camper being sent home from camp.

## Camper Code of Conduct

These values and more are outlined in the BYMP Camps Code of Conduct. We ask that all parents/guardians review this information with their campers and sign their agreement with it by June 20. While the signable document is in CampBrain, you can also review it [here](#).

# Tuition and Policies

## Tuition

It is our commitment that no child will be turned away due to their family's financial situation. For the 2022 Summer, our Sliding Scale Tuition Levels for Catoctin, Opequon and Shiloh are as follows:

	1-Week "Kindling" Session	2-Week Standard Session	4-Week Double Session
<b>Full Cost</b>	\$1500	\$3000	\$6000
<b>Operating Cost</b>	\$1250	\$2500	\$5000
<b>Sliding Scale</b>	\$1000 \$750 or \$500	\$2000 \$1500 or \$1000	\$4000 \$3000 or \$2000

## Deposits and Dates

Before May 15: \$250 deposit is required upon registration.

After May 15: full tuition is required upon registration.

May 15: full balance of tuition is due.

## Policies

Deposits are non-refundable, unless you are requesting reduced tuition through the Sliding Scale or other means.

Unpaid balances for any and all family members must be reconciled in order for a camper to be registered.

No tuition reduction will be made for a late arrival or an early departure.

Payment can be made by credit card through our online registration system, or by check through the mail.

Registration cancellations made before March 15 are eligible for a tuition refund, except for the non-refundable deposit.

Families are responsible for the full amount of tuition if a cancellation is made after March 15, except in cases of severe illness, injury, family emergency, or other extenuating circumstance.

Families who request reduced tuition through the Sliding Scale have two weeks from confirmation of their rate to accept and confirm registration, or to withdraw their registration and receive a refund of the deposit.

There will be no refund if a camper is asked to leave during the session for an infraction of a camp rule, for disruptive behavior, or if a camper is voluntarily withdrawn.

## Campership

Gifts to the BYM Campership Fund ensure that all young people can have an impactful experience at BYM Camps, regardless of their ability to pay. Each year, more than 40% of our families receive a Campership that enables them to send their kids to camp. To learn more or donate, visit [here](#).

# After Camp

## **Staying in Touch with Each Other**

If you or your camper would like to stay in touch with other campers and their families throughout the year, please encourage your camper to get the necessary contact information while still at camp! However, if they get home and either lost it or forgot to get it, please feel free to contact the Program Manager, who can help connect campers and their families. We love to support the camp community all year round!

## **Staying in Touch with Us**

The Spark is our newsletter for parents and families of current campers. Way Opens is our newsletter for all members of the BYM Camps community. Please make sure you're signed up for both by clicking [here](#).

## **Surveys & Feedback**

Throughout the summer and in the fall, BYM Camps emails surveys to all parents and campers. The information we collect from these is essential to our ongoing processes of growth, development, and evolution. Please pass the survey to your camper and take the time to complete the survey yourself. Your voice and perspective really matter, and have a big impact!



## **Mail, Lost & Found, & Shipping Items Home**

Any mail that arrives for your child after they have left camp will be forwarded to you or returned to sender. BYM Camps claims no financial responsibility for personal items lost, stolen, or damaged during your child's stay at camp. For this reason, we discourage camper families from sending any items to camp they wouldn't be willing to risk losing. Any lost and found items not claimed within one-week of the last day of camp will be donated within a week of camp's end. If you claim an item before that time, we may bill you for the shipping cost required to return it to you.



### **Medical Bills**

Medical bills incurred over the summer will be sent from off-site facilities to your insurance provider. If unavoidable situations arise where BYM camps are required to pay up front for medical needs, we will pay and bill families later.

### **Photos from Camp**

With today's emphasis on preserving every moment in pictures and Instagram posts, we prioritize an environment where campers can live in the moment and not worry about how they look. We understand many families want to see photos of their children at camp, but because of the sizes and locations of our camps and the scope of our programming we are unable to photograph every camper. We will take and share as many photos as possible without impacting programming or the camper experience. Campers are welcome to bring disposable cameras or digital cameras (that they don't mind getting lost or broken) if they want to take pictures themselves. If they do, we always love when campers share their best photos with us as well. The magic that happens at camp is hard to capture!

